



Shalom!

We have had a few people ask about how to better understand our new statements, so we put together this quick guide. If you have additional questions, please contact us. Thank you.

Beth Shalom Synagogue

Outstanding as of: 04/01/2016

This is the date of the statement. "Outstanding" does not mean "overdue," it simply means something that has not yet been paid.

A "Charge" is a bill, something you owe, or a commitment you have made.

A "Payment" is money you have already paid.

Date	Description	Charges	Payments	
03/01/2016	<b>Due: 04/17/2016</b> Building Maintenance Supplement 2016 <i>Partial (3 of 10): Building Maintenance Supplement</i>	20.00		20.00
03/17/2016	<i>(Partially Applied) CC - TransactionExpress 2016 Dues</i>		20.00	0.00
04/01/2016	General Dues <i>Partial (4 of 10): 2016 General Dues Billed Monthly for 10 Months</i>	200.00		200.00
04/01/2016	<b>Due: 05/17/2016</b> Building Maintenance Supplement 2016 <i>Partial (4 of 10): Building Maintenance Supplement</i>	20.00		220.00
AMOUNT DUE				220.00

These two numbers should be equal. This is the amount you owe as of the statement date.

This third column is a cumulative total. In this example, 20-20+200+20=220

Most transactions do not have due dates assigned, though we appreciate payment in a reasonably timely manner.

This line is the initial charge.

Date	Description	Charges	Payments	
09/01/2015	High Holiday Appeal <i>2015 Annual Appeal (Inv#100)</i>	180.00		180.00
11/19/2015	Applied to » Check cc <i>Donation - 2015 Appeal P71196</i>		18.00	162.00
12/08/2015	Applied to » Check cc <i>Donation - 2015 appeal P71497</i>		18.00	144.00
12/17/2015	Applied to » Check cc <i>Donation - 2015 Appeal P71506</i>		18.00	126.00
01/06/2016	Applied to » Other <i>from Transaction Express</i>		18.00	108.00
04/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 1 of 6</i>		18.00	90.00
05/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 2 of 6</i>		18.00	72.00
06/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 3 of 6</i>		18.00	54.00
07/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 4 of 6</i>		18.00	36.00
08/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 5 of 6</i>		18.00	18.00
09/01/2016	Applied to » <b>Scheduled</b> Paypal <i>Account Payment 6 of 6</i>		18.00	0.00

These are partial payments that have already been paid towards a specific charge.

These are payments that have already been scheduled to be paid automatically at a future date. When the dates in the left column arrive, this transaction will happen automatically through your credit card or PayPal account.

This is the running tally of the balance of the initial transaction. Once the balance is paid down to zero, this transaction will not show up on your statement anymore. It is still here because these are scheduled for a later date and have not yet been paid.